

EDUCATION & TRAINING TOOLKIT

Individual Learning Needs Assessment/Skills Checklist

NAME: _____ DIVISION: *Health Education*

SIGNATURE OF APPROVING AUTHORITY: _____ DATE: _____

EMPLOYEE SIGNATURE: _____ DATE: _____

HEALTH EDUCATOR SKILL SET (C.5)

Date	Category	Criteria for evaluation	Skill met / evaluation date	Skill unmet / evaluation date	Resources to address learning needs	Date for skill to be met
	Public Health Knowledge	1. Verbalizes understanding of public health: social, economic, cultural factors				
		2. Demonstrates knowledge about public health topics such as: <ul style="list-style-type: none"> • Tobacco cessation • Obesity/Nutrition • Physical Activity • Mental Health • Sexual Violence Prevention • Chronic Disease • Communicable Disease • Women's Health • Children's Health (abuse, nutrition, safety, environment) • Minority Health • Substance Abuse 				
		3. Identifies and applies the 10 Essential Public Health Services to health education				
	Confidentiality	Maintains client confidentiality in providing health education				

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	Communication	1. Demonstrates effective oral and written communication skills				
		2. Communicates effectively with community partners				
		3. Demonstrates ability to write clear and concise press releases for public health education of community				
		4. Demonstrates ability to work and communicate with all departments and/or programs within the local health department				
		5. Demonstrates ability to effectively communicate with and educate individuals and the public at large on a variety of public health topics				
	Education and Training	1. Maintains CHES certification (if required by the local health department)				
		2. Maintains membership or affiliation in organizations such as InSOPHE, IPHA				

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	Community	1. Actively serves on community coalitions (number to be determined by LHD)				
		2. Participates in community health assessments and plans				
		3. Effectively represents the health department at health fairs and other community events to provide education on public health topics				
		4. Actively seeks out opportunities to provide public health education within the community				
		5. Demonstrates ability to effectively assist local health department and community determine public health priorities · Identifies gaps in public health education · Prioritizes needed education · Meets education gaps and needs				

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